

Connecticut Statewide Citizen Corps Council
Advisory Committee Minutes
November 21, 2013

Attendees: See attached roster of attendees

Call to Order: Chairman William Austin called the meeting at 2:00 p.m.

Public Comments: None

Introductions and handouts: All persons in attendance introduced themselves and handouts consisted of the minutes for the last meeting.

Approval of minutes from October 17, 2013 meeting: A motion was made to add Dagmar Noll to the attendee list for the October 17, 2013 meeting in addition to a motion to approve the minutes of October 17, 2013 by Virginia Mason and second by Dagmar Noll. Motion passes unanimously.

Guest Speaker: None

Old Business:

- Correspondence – Chairman Austin discussed the approximately 50 items of correspondence. The package mostly consisted of emails in reference to grant applications; adding or removing someone from the email listing, funding completion forms; or miscellaneous administrative items.
- Informational Messages – Chairman Austin stated that Messages 31-46 had been issued since the October 17th meeting and that comments on the messages was mostly positive with the email listing increasing to approximately 475 names so far.
- Draft Guide on CT DEMHS CERT Grants – Dagmar Noll reported that the guide will be worked on again in the near future.
- Website Update – Dagmar Noll reported that Mary Rose Duberek was doing a great job on the DEMHS website. She is using information from all sources to keep the site active. Information on the Fire Corps, Volunteers in Service to Police, and Neighborhood Watch may be added to the site.
- American Legion Update – No report

Statewide Operational Update: **Level 1** adjustments included removing Orange, Torrington, Ridgefield and University of New Haven from the list and changing the total from 346 to 260. **Level 2** adjustments included removing Burlington, Groton, and New Canaan from the list and adding Torrington, Orange and the University of New Haven to the list. The total changed from 95 to 70. **Level 3** changes included adding 3 to Bristol; adding 7 to Burlington; adding 20 to Groton; adding 17 to New Canaan; adding 24 to Ridgefield; adding 1 to University of New Haven; adding 8 to Wilton; and establishing Berlin with a total of 4. The total for Level 3 changed from 4,559 to 4,643. **Level 4** changes included adding 4 to University of New Haven making level 4 a total of 1024. Grand total is currently 5,997

New Business:

- DEMHS and Funding Update – Gary Ruggiero report via email that 146 students completed the training. Sue Prosi also gave a report on the CERT Weekend. Very positive comments were given on the program and especially the shelter class, C L & P class and The Mobile CPR Project Class. Lisa King-Riley spoke of the Danbury experience where 47 persons had been trained in CPR and they added 22 more.
- Category A State Grants – none
- Category A Foundation Grants – none
- Category B Grants – Hamden \$500 – motion by Dagmar Noll, second by Virginia Mason, approved unanimously
- Category C Grants – SWRPA - \$4,000 – motion by Norma Peterson, second by Dagmar Noll, approved unanimously
- Category D Grants – Ansonia \$499.90, Bethel \$481.46 and Canterbury \$498.00 – motion by Norma Peterson, second by Virginia Mason – approved unanimously
- Special Category Grants – Ansonia \$300 (website), Monroe \$300 (website) and New Canaan \$0 (Backpacks only) – motion by Sue Prosi, second by Greg Martin – approved unanimously
- Regional Council Updates – Updates provided by many attendees. Chairman Austin asked everyone to send a one or two paragraph email to him on the activities for use in the Connecticut Citizen Corps Informational Message and Twitter posts.
- Other New Business – **South Windsor** has announced the formation of a CERT team and will be applying for a Category A grant next month. The grant applications currently have a statement that reads *“The undersigned acknowledge that this training class must begin within 180 days of its approval by the Statewide Citizen Corps Advisory Committee or this grant will be automatically cancelled. I further acknowledge understanding that this class must be completed by 270 days following its approval or the grant will be automatically cancelled.”* This statement will be modified to read *“The undersigned acknowledge that this **grant activity** must begin within 180 days of its approval by the Statewide Citizen Corps Advisory Committee or this grant will be automatically cancelled. I further acknowledge understanding that this **grant activity** must be completed by 270 days following its approval or the grant will be automatically cancelled.”* This modification was approved by consensus of the advisory committee.
- Other New Business – 2014 Meeting Schedule was established – see future meeting dates below
- **Next Meeting** – December 19, 2013 @ West Hartford Town Hall, Mayor’s Office Room 312, 3rd Floor, 50 South Main Street, West Hartford, CT 06107
- **Future Meeting dates for 2014:**

January 16, 2014 West Hartford; February 20, 2014 West Hartford; March 20, 2014 West Hartford; April 17, 2014 West Hartford; May 15, 2014 West Hartford; June 19, 2014 Waterbury

July 17, 2014 West Hartford; August (No Meeting); September 4, 2014 Annual Conference Site; October 16, 2014 North Haven; November 20, 2014 West Hartford; and December 18, 2014 West Hartford

All dates and locations have been confirmed and booked. All meetings begin at 2:00 p.m. unless otherwise noted.